



HUMAN RESOURCES DIRECTOR

**\$85,334 - \$128,002 annually (DOQ)
plus great benefits!**

How to apply: Send cover letter, resume, answers to supplemental questions, and contact information for five professional references to mmarsh@idahofallsidaho.gov. All questions should be directed to: Melanie Marsh, Tel: 208-419-6810; Email: mmarsh@idahofallsidaho.gov.

First Review: May 31, 2016 (Open Until Filled)

City of Idaho Falls is currently recruiting for a Director of Human Resources. The City seeks an experienced human resources professional. This position will be responsible for planning, directing, and managing all operations of the Human Resources Department.

Please review the position details on the back page.

For more information, visit www.idahofallsidaho.gov.



THE DEPARTMENT AND POSITION

The City of Idaho Falls Human Resources Director is an appointed position, working under the broad policy guidance and direction of the Mayor and City Council. The Human Resources Director is responsible for 2 full-time employees; an HR Analyst and HR Administrative Assistant.

The Human Resources Director is responsible for the overall direction, leadership, management and supervision and administration of the Human Resources Department. The City employs approximately 630 full-time employees.

The Director serves on the City's leadership team with ten other department directors. The Director advises the Mayor, City Council, and Department Directors on all human resources related matters. The City has two labor Unions: (1) Idaho Falls Fire Department and (2) Idaho Falls Power; which the Director serves on the negotiation teams and assists with administration of the labor contracts. The Director also provides expertise on compensation and benefits administration, recruitment and employment, employee training and development, employee relations, performance management, and safety and health. The Director advises and assists Department Directors and supervisors with federal, state and local law compliance and HR policies and procedures.



THE COMMUNITY

Idaho Falls sits in the heart of the Snake River Plain and is a year round outdoor playground. Whether it's in town along the Greenbelt or in the nearby mountains, Idaho Falls is where great adventure begins!

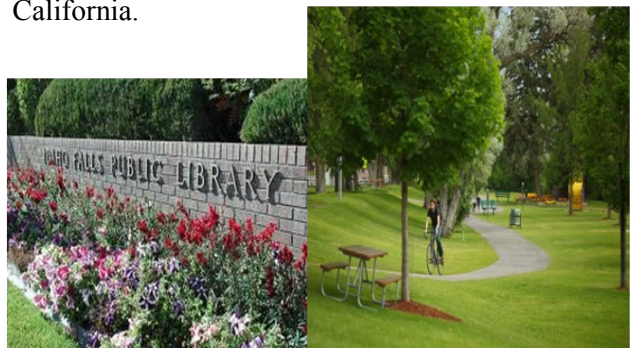
Idaho Falls, population 58,292 with a metro population of 136,108 is the largest city in Eastern Idaho. Idaho Falls has all the features of big city living, but embraces a small town charm. As the regional center for healthcare, science & technology, shopping and entertainment, Idaho Falls is an

attractive location for small and large businesses alike. Idaho Falls consistently finds itself in the top ten rankings of many prestigious magazines, newspapers and professional community research publications.

Idaho Falls skyline consists of the Teton Mountain Range and Yellowstone National Park is in the city's backyard. Due to its relative economic vitality, high quality of life, and proximity to world-class outdoor recreation, Idaho Falls is often featured in various publications' list of "best places to live."



The area is served by the Idaho Falls Regional Airport serving Eastern Idaho, Southern Montana, and Western Wyoming. The airport is served by Skywest/Delta Airlines with frequent daily flights to Salt Lake City, Utah and seasonal flights to Minneapolis-St. Paul, Minnesota; United Express with daily non-stop flights to Denver, Colorado; and Allegiant Air offers weekly flights to Las Vegas, Nevada, and Phoenix/Mesa, Arizona and summer seasonal flights are also offered to Los Angeles and Oakland, California.



WHY APPLY?

This is an excellent opportunity for a talented Human Resources professional to work for a city that places high value on providing excellent services. If you desire a position that is interesting and rewarding, this is the right position for you!